

Custodial, Labor and Trades Group
Unskilled and Semi Skilled Labor Series

FIRING RANGE ATTENDANT**CHARACTERISTICS OF THE CLASS:**

Under general supervision, performs semi-skilled work in the reloading of ammunition and use, maintenance and repair of reloading equipment; performs custodial duties of assigned facilities and grounds; does related work as required.

EXAMPLES OF DUTIES:

Reloads ammunition utilized by the Police Department; operates, maintains and does minor repairs to reloading equipment; does minor repair of Police department firearms; moulds, sizes, lubricates and packages ammunition; constructs and repairs targets; performs general maintenance on Police Academy facilities and grounds.

DESIRABLE MINIMUM QUALIFICATIONS:

Training and Experience: Graduation from high school and three years experience in machine shop or related work with some experience in the repair of small arms and loading of ammunition preferred; or equivalent combination of training and experience.

Knowledge, Abilities and Skills: Knowledge of materials, tools and equipment common to machine shop and firearms trade; knowledge of methods and techniques used in ammunition reloading and the occupational hazards and safety precautions of reloading work. Mechanical ability to perform work requiring good dexterity, ability to follow oral and written instructions.

Skill in the use and care of tools and equipment of the trade.

Director of Personnel

Department Head